

BOARD/STAFF MEETING MINUTES

August 09, 2017

Board Conference Room – Small Staff Meeting

Commissioner Judy Napier called the meeting to order at 10:05 a.m.

Attendance: Commissioner Judy Napier; Commissioner Henry Marsh; Chris Curtis, Deputy Secretary to the Board; Hallie Yeager in for Eddie Wirt, Chief Communications and Research Officer; Paul Van Lenten, Chief Financial Officer; Ryant Washington; Jolyn Paoletti, Administrative Assistant; Eddie Wirt, Chief Communications and Research Officer; Nannette Williams: Director of Internal Audit

Absent: Chairman Jeff Painter; Travis Hill, Chief Operating Officer/Secretary to the Board

Commissioner Judy Napier motioned to amend and approve the minutes from the July 26, 2017 board meeting. Commissioner Marsh seconded the motion and with all in agreement, the previous new business items and minutes will be amended.

Commissioner Judy Napier motioned to approve eight new business items. Commissioner Marsh seconded the motion and with all in approval, the five new business items were approved as read:

- Approval (for the record) to hire a Part-Time FDA Program Support (position number W84001) as requested by the Enforcement Division.
- Approval (for the record) to hire a Production Support Analyst (position number 01088) as requested by the Information Technology Department.
- Approval (for the record) to hire an Auditor (position number 00563) as requested by the Policy and Planning Department.
- Approval (for the record) to hire Senior Financial Consultant (position number 00322) as requested by the Finance Department.
- Approval (for the record) to hire a Regional Manager in the Southwest/Central Virginia area (position number 00254) as requested by the Retail Department.
- Approval (for the record) to hire a Lead Production Support Analyst (position number 00952) as requested by the Information Technology Division.
- Approval (for the record) to hire a Senior Business Systems Analyst/CSM (position number 00159) as requested by the Information Technology Division.
- Approval (for the record) to hire an Employee Relations Consultant (position number 01102) as requested by the Human Resources Division.

Directors Reports

Each director presented an over view on their division's various projects, progress, and other updates on specific programs.

Comments from the Public

None

Comments from the Board

Commissioner Marsh wanted to thank anyone who wished his family well during a family loss.

Unfinished Business

None to report

Adjournment:

At 10:52 am, with no further business, Commissioner Judy Napier moved to adjourn for the day. Commissioner Marsh seconded and the motion was carried unanimously.